



CYNTHIA A. HARDING, M.P.H.
Interim Director

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January 20, 2016

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE MASTER AGREEMENT WORK ORDER NUMBER PH-001415 W7 WITH PARTNERS IN DIVERSITY, INC. FOR THE PROVISION OF TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute Master Agreement Work Orders (MAWO) for the provision of temporary personnel services in amounts that do not exceed \$399,999 annually, subject to review and approval by County Counsel, and notification to your Board.

Under this authority I will execute MAWO Number PH-001415 W7 with Partners In Diversity, Inc. (PID), in the amount of \$157,183, effective February 1, 2016 through January 31, 2017; 100 percent offset by Centers for Disease Control and Prevention Comprehensive HIV Prevention Project funds. PID requested and met the criteria to qualify as a Local Small Business Enterprise bidder, and was therefore granted the preference in the evaluation of cost.

This MAWO will provide three (3) Intermediate Typist Clerk temporary personnel that will support the day-to-day provision of expanded HIV/STD routine testing services by verifying, cleaning, and entering testing data into automatic data entry/processing systems.

County Counsel has reviewed and approved the MAWO as to form and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:er
DA#03459

c: Chief Executive Officer
County Counsel
Acting Executive Officer, Board of Supervisors